

**WEST MEADOWS ESTATES HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
WEDNESDAY / JANUARY 17, 2018**

Location: Rose Residence
2856 Islander Avenue NW – Salem, OR 97304

Notice of meeting was posted on all entrance signs indicating location and time of the Board meeting. The posting met the three-day prior notice of meeting requirement (posted on January 14, 2018).

Board Members Present: Mike Eastlund, Janice Rose, Barry Solomon, Chris Mott and Miles McCary

The meeting was called to order by President, Mike Eastlund, at 7:11 PM. Mike Eastlund confirmed quorum and introduced the Board to the community members present.

Read and Approve Minutes:

Minutes of the September 26, 2017 Board meeting were reviewed by Board members (draft Board minutes were distributed to each Board member prior to the meeting and posted on the web-site). Janice Rose made a motion to accept the minutes as written. Miles McCary seconded the motion.

Discussion: No discussion. The vote was called – (5) in favor (hand count).

Treasurer's Report: Janice Rose reported as follows:

Columbia Bank / Checking	\$ 5,628.98
ING Direct / Reserve Savings Account	22,530.99
Columbia Bank / Savings (Professional Fees) *	15,316.04
Columbia Bank / Savings (Late Fees) **	<u>18,577.12</u>
Total	\$62,053.13

Expenses / To-Date:

Insurance: Professional Liability	3,358.98
Landscape Maintenance	400.00
Postage & Delivery	14.70
Printing & Reproduction	156.20
Professional Fees: Compliance	350.00
Utilities: Gas & Electric	39.42
Utilities: PO Box Rental/Keys	90.00
Utilities: Water	28.02
Welcome Committee	<u>35.96</u>
Total Expenses / To Date	\$ 4,473.28

Committee Reports:

ACC Committee: Barry Solomon reported that the Architectural Control Committee (ACC) approved three new homes for one builder, but construction has not yet started.

At present, there are two new homes being constructed. Four new homes have been finalized; one is sold with three others on the market.

Letters were sent to two builders advising them HVAC systems must be screened before refunds of compliance fees can be processed.

The ACC investigated an anonymous concern/complaint that solar panels installed on a neighboring home may not be compliant with the CC&R's. The ACC determined the panels were installed without ACC approval. Our community member advised the ACC they specified that the solar panel company was required to meet ACC requirements. A \$100.00 fine was assessed and paid for by the solar panel company, who also agreed to remove or change the panels if they caused reflection into the home of another. They also were required to provide engineering certifications that the panels meet community standards.

The ACC has been working with the bank and a new owner to resolve problems with three vacant homes. One bank, who failed to respond to requests for correction, was assessed a \$1,600.00 fine. Corrections are now being made in a timely manner.

Standards Committee: Miles McCary reported that 219 violation letters were sent to members in 2017. For the most part, compliance has been excellent with only one member who has not made required corrections and has been assessed a fine. The cost for the compliance program is about \$4,400 per year, which includes all salary and expenses.

He also provided a progress report on the new correction letter process, which seems to be working well and will be fully implemented soon.

Welcoming Committee: Janice Rose reported that she and Michelle Houser continue to deliver welcoming packages to new residences. They recently received new printed materials for the ten members who have not received a welcoming package.

Old Business:

No old business.

Open Forum:

One member asked about the process to remove a tree pushing up the sidewalk at his home. He also wanted information on the use of pavers. He was told he needed to submit a request to the ACC for approval to remove the tree, which would be granted if the tree was causing damage or was diseased. He was also told that the minimum standard for driveways was exposed aggregate, which could be upgraded with either stamped concrete or pavers.

Another member discussed a concern with a neighbor who stores trash behind a fenced yard. The member was asked to send a picture of his concern and if there was a violation, a letter would be sent to the offending owner. The CC&R's specifically prohibit storage of trash, rubbish and debris on any lot.

A concern was brought up about the time allowed to complete construction projects. Our CC&R's allow one year for completion of a home with landscape or a new project. The CC&R's also provide a six-month window for completion of landscape when a home is occupied in less than the one year from start of construction. The ACC will confirm the rules are being followed.

The appearance of a fence on Titan was brought up as a concern for a member and asked if the fence is approved as is. An approved fence was installed at the location, which was blown over by the wind. The ACC will examine the fence for appearance.

New Business:

Janice Rose provided the final draft of the 2018 budget. Budget line items were discussed. Miles McCary confirmed funding for ongoing wall repair. Mike Eastlund made a motion to accept the proposed budget, Barry Solomon seconded the motion.

Discussion: No discussion. The vote was called – (5) in favor (hand count).

An appeal was received from a new neighbor who was asked by the ACC to remove an unapproved, non-compliant fence. She explained the fence provided fall protection and asked that it be allowed to remain as a safety measure.

The ACC reported that an approved fence was installed on the side of the property. The contractor used extra materials to extend the fence beyond the front of the home, which is a violation of Board Policy. The fencing beyond the front of the house was provided as a fall prevention measure from a retaining wall on the property line.

The ACC agrees that a fall prevention fence is warranted. Board policy allows a 36-inch tall fence that does not obstruct view beyond the front of a home to serve that purpose. The ACC rejected the current fence because it is a solid fence that is taller than three feet. The ACC opined that the desired fall protection can be provided with a fence which meets the standard and encourages the member to install a fence which meets the requirements.

Mike Eastlund made a motion that the appeal be denied. Chris Mott seconded the motion.

Discussion: No discussion. The vote was called – (5) in favor (hand count).

.

Adjournment:

Mike Eastlund made a motion to adjourn the meeting at 8:20 PM. Chris Mott seconded the motion.

Discussion: No discussion. The vote was called – (5) in favor.

Meeting adjourned.

Submitted by: Janice Rose, Secretary/Treasurer